

At the Regular Meeting of the Greenville County Water and Sewer Authority, Monday, October 5, 2020, with Regular Session beginning at the conclusion of the Board of Supervisors meeting, via Live Stream due to the COVID-19 Pandemic, at the Golden Leaf Commons, 1300 Greenville County Circle, Emporia, Virginia.

Present: William B. Cain, Chairman
James R. Brown, Vice-Chairman
Tony M. Conwell
Belinda D. Astrop

Chairman Cain called the meeting to order.

In Re: Closed Session

Chairman Cain recommended the Authority go into Closed Session, Section 2.2-3711 (a) 1) Personnel and 7) Legal Matters.

Mr. Conwell moved, seconded by Mr. Brown, to go into Closed Session, as recommended. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

In Re: Regular Session

Chairman Cain recommended the Authority return to Regular Session.

Mr. Conwell moved, seconded by Mr. Brown, to go into Regular Session. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

In Re: Certification of Closed Meeting – Resolution #WS-21-01

Mr. Conwell moved, seconded by Mr. Brown, to adopt the following Resolution. A roll call vote was taken, as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

RESOLUTION #WS-21-01
CERTIFICATION OF CLOSED MEETING

WHEREAS, the Greenville Water and Sewer Authority has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Greenville County Water and Sewer Authority that such closed meeting was conducted in conformity with Virginia law:

NOW, THEREFORE, BE IT RESOLVED that the Greenville County Water and Sewer Authority hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Greenville County Water and Sewer Authority.

In Re: Approval of Agenda

Chairman Cain recommended approval of the Agenda with no added items.

Mr. Brown moved, seconded by Mr. Conwell, to approve the Agenda, as submitted. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

In Re: Approval of the Consent Agenda

Chairman Cain recommended approval of the Consent Agenda containing the following items:

In Re: Approval of Minutes for the Regular Meetings of September 8, 2020 and September 21, 2020.

Warrants:

Approval of Total Accounts Payable for October 5, 2020, in the amount of, \$172,478.49

Approval of General Accounts Payable, in the amount of, \$164,742.99
Approval of Special Projects, in the amount of, \$7,735.50

Approval of Payroll for September 30, 2020, in the amount of, \$105,747.33

Mr. Conwell moved, seconded by Mr. Brown, to approve the Consent Agenda. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

Re: Resolution #WS-21-02 – Contract Award for Automatic Meter Reading System

Mr. Glen Gibson, Assistant Director, addressed the Authority and read Resolution #WS-21-02 into record. He then requested approval of following resolution.

RESOLUTION #WS-21-02
CONTRACT AWARD FOR AUTOMATIC METER READING SYSTEM

WHEREAS, in compliance with the Virginia Public Procurement Act, on December 5, 2019, Greenville County Water and Sewer Authority (“GCWSA”) issued RFPs seeking proposals for an automatic meter reading system; and

WHEREAS, GCWSA received six proposals; and

WHEREAS, the six proposals were reviewed and interviews were conducted with three of the companies which submitted proposals; and

WHEREAS, the interview committee concluded that Core and Main submitted the proposal which would best serve the interests of GCWSA; and

WHEREAS, the fiscal year of GCWSA commences each October 1, and extends through the next-following September 30 (e.g., FY21 will commence on October 1, 2020, and extend through September 30, 2021).

IT IS, ACCORDINGLY, HEREBY RESOLVED by the GCWSA Board of Directors (“Board”) as follows:

1. The proposal submitted by Core and Main is hereby accepted.
2. The cost of services to be rendered by Core and Main for FY21 shall total \$163,366.00.
3. Amounts due from GCWSA for FY22, FY23, FY24 and FY25 are subject to annual appropriations by the Board, and if any of said four annual appropriations is not made by the Board in any of said four fiscal years, the contract terms shall continue in effect, as a result of which Board shall have the right to appropriate funds for any of the said four

fiscal years, even if the Board has failed to appropriate funds for a fiscal year preceding the fiscal year of the appropriation.

4. For the last four fiscal years of the contract, the unadjusted amounts due to Core and Main, subject to annual appropriations by the Board, are as follows: FY22, \$77,153.00; FY23, \$79,355.50; FY24, \$81,518.00; FY25, \$83,846.00.
5. Core and Main shall have the right to negotiate for an increase in the contract prices set forth above for FY22 through FY25, subject to the limitation that the contract cost for any fiscal year shall not increase by a percentage greater than the increase in the Consumer Price Index ("CPI") published by the U.S. Department of Labor Statistics for the calendar year preceding the commencement of the fiscal year in question, which CPI adjustment shall be determined as set forth in the RFP.
6. GCWSA will enter into a contract with Core and Main which sets forth the material and services to be provided by Core and Main, and which incorporates all relevant terms and conditions of the RFP, the proposal submitted by Core and Main, and any other matters relevant to the services being provided by Core and Main.
7. On October 6, 2020, GCWSA shall notify all offerors of the Board's decision to accept the proposal submitted by Core and Main, as aforesaid, and to award a contract to Core and Main, effective October 16, 2020.
8. The GCWSA Director and Assistant Director, either of whom is authorized to act alone, are hereby authorized to execute, on behalf of GCWSA, a five-year contract with Core and Main, which contract shall be drafted by the attorney for GCWSA, in consultation with the GCWSA Director and Assistant Director.

Chairman Cain asked if the meters would automatically be read. Mr. Gibson stated that there were various levels of automatic meter readings and Staff was recommending a drive-by system that was fully upgradable. He stated that the meters could be upgraded to be read from the office with the AMI system.

Chairman Cain asked how the proposed cost for the upcoming years would be generated. Mr. Gibson stated that the funding was in the five year Capital Improvements Plan and that the Authority did not plan to borrow any money. He stated that the users of the water and sewer system would pay for the system.

Mr. Brown asked if Staff would be replacing all the meters and then contract it out for someone to come read the meters. Mr. Gibson stated no, that the Authority's Staff would do it.

Mrs. Astrop moved, seconded by Mr. Brown, to approve Resolution #WS-21-02. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

In Re: Miscellaneous Matters

Chairman Cain stated that the Staff Work Programs and Staff Meeting Meetings were prepared for the Authority's review. He asked if there were any questions. There was none.

Re: Adjournment

There being no further business to discuss, Mrs. Astrop moved, seconded by Mr. Brown, to adjourn the meeting. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

William B. Cain, Chairman
Greensville County Water and Sewer Authority